



## **RIDGE ROAD FIRE DISTRICT Commission's Monthly Board Minutes 2/8/2021**

**Present:** Eric Stoerger, Commissioner / Chairman  
Kenneth D. Bowers, Commissioner / Secretary  
Tom Richardson, Commissioner  
Dave Messbauer, Commissioner

Steve Johnson, Chief  
Richard Friscano, District Treasurer  
Cheryl Garofalo, District Administrator / Deputy District Treasurer

### **CALL TO ORDER**

The meeting was called to order at 6:30 PM by Chairman Stoerger.

### **PUBLIC FORUM**

No one from the public was in attendance. Fire fighters Charles Beck, Chris Tydings, and Capt. Greg Rogers from the RRFD were in attendance.

### **PREVIOUS BOARD MINUTES**

The Board Minutes from January 18th. 2021 were sent, and all updates have been incorporated. **Commissioners Richardson and Messbauer moved that the minutes be approved. Motion unanimously carried.**

### **ADMINISTRATOR'S REPORT**

Administrator Garofalo presented the General Abstract of audited claims for the period up to February 8th, 2021 for review and approval for payment. The total claims were \$153,316.52 Commissioner Bowers represented the Board at the bill review. Significant payments included (\$4,943.40) to Fleury Risk Management LLC for Group Manager's Fee adjustment (6,805.00) to Kitchens by Premier for HQ Kitchen Update 50% for materials etc, (110,041.44) for our Health and Life Insurance Plans.

After a short discussion the Board moved as follows.

**Commissioners Bowers and Richardson moved to approve the abstract for payment. Motion unanimously carried. {See Attachment A}**

## **TREASURER'S REPORT**

Treasurer Frisicano presented the Financial Report for the month which included the Account balances report as of January 31st, 2021 for a total \$2,491,349.59 and CD Summary as of 2/08/2021.

Cash Receipts report as of 1/31/2021, total \$11,001.93. Profit and Loss Actual vs. Budget – as of January 31st, 2021.

Donations made for the month totaled \$150.00.

Rick recommends that we invest \$8,000,000 from the General account for a 98-day term @ 0.20% and \$2,000,000 from General account for a 35-day term @ 0.20% and \$2,000,000 from URUA account for a 98 day term also @ 0.20%.

**Commissioners Messbauer and Bowers moved to accept the donations that totaled \$175.00. Motion unanimously carried.** {See Attachment B}

**Commissioners Stoerger and Richardson moved to allow the Treasurer to follow his plan for reinvestment of our CD's. Motion unanimously carried.** {See Attachment B}

After some discussion, the Board moved as follows:

**Commissioners Messbauer and Richardson moved to accept the Treasurer's report for the month. Motion unanimously carried.** {See Attachment B}

Treasurer Frisicano voiced some concerns and has followed up with a phone call to the town's receiver of taxes that the town is forwarding concerned taxpayers to us for explanations of their tax increases.

## **SECRETARY'S REPORT & CORRESPONDENCE**

- Vehicle Status report {See Attachment C}
- Affidavit of publication in Greece Post for notification of the 2021 commission meeting dates. {See Attachment D}
- Stamped Receipt from the town for our Signed/Notarized Oaths of Office {See Attachment E}
- Training Certificate for Commissioner Stoerger {See Attachment F}
- Notice of the local 3794 Grievance being rescinded as of Jan 18, 2021 and commission response. {See Attachment G}
- Incident Summary report for the month. {See Attachment H}
- Notice from FF Steve Tyler's intent to retire letter. {See Attachment I}
- Letter from Chief announcing our 4 new hires. {See Attachment J}

**Motion made:** Commissioner Bowers, 2nd Commissioner Richardson to set aside a page in the minutes in honor of the recent passing of Retired Lieut. Kevin (Moe) Francis. Motion unanimously carried.

**This page is set aside in memory of**  
**Retired Lieut. Kevin (Moe) Francis**

## **CHIEF'S REPORT**

- Chief Johnson, before the board meeting, sent out a report on Fire Company Staffing and Deployment put together by Captain Greg Rogers. Captain Rogers led the board through the report and answered all of our questions. He will send out to the board his presentation due to the large amount of data presented {See Attachment - K}
- The Chief asked the board for permission to begin the process of filling the Deputy Chief position, the recent retirements, and the 1 position to accomplish the new deployment model. To accomplish that, we would ultimately need to hire 3 more firefighters. The board agreed to have him start the interviews. He will report back at the March meeting with his candidates for hiring. The Chief explained his process he will use to move forward.

**Motion made by:** Commissioner's Bowers and Stoerger to move into executive session to discuss the possible promotion of a particular person @ 20:31 hrs. Motion unanimously carried.

**Motion made by:** Commissioner's Bowers and Richardson to come out of executive session @ 20:40 hrs. Motion unanimously carried.

No decisions were made during the Executive session.

**Motion made by:** Commissioner's Bowers and Messbauer to move ahead with the promotion that was discussed during the executive session. Motion unanimously carried.

- The Chief explained to the board that the 911 center is no longer performing the service of monitoring our stations fire alarms. North Greece put out an RFP within the past 2 weeks and West Fire was the lowest bidder. They also have a contract with Lakeshore. Since this RFP was so recent, we can piggyback on theirs and contract West Fire to do our station monitoring for \$58.50 per month.

**Motion made by:** Commissioner's Bowers and Messbauer to move to give the Chairman permission to sign the contract with West Fire for 58.50 per month which includes all 3 stations. Motion unanimously carried. {See Attachment - L}

- 2nd round of Covid vaccines have started and most of our folks have received theirs.
- The Chief explained that the costs for completing the rescue task force equipment has come in under his original estimate.
- The Chief asked for permission to spend \$1650.00 on pictures. He has gotten 3 quotes and the lowest quote was from one of our FFs Matt Pillsbury. He would provide Group pictures, Individual Pictures, and a Portrait of the whole organization for that price.

**Motion made by:** Commissioner's Messbauer and Richardson to move ahead with hiring Matt to take the pictures. Motion unanimously carried.

- The Chief sent out letters of thanks to all the organizations that assisted us with the service for retired Lieut. Kevin Francis.
- The Chief reported on 2 recent fires that we were involved with.
- We have 2 firefighters still out long term, work related.
- The recruits leave for the academy this coming weekend.
- Tim Ekstrom is completing the radio inventory.
- The Chief updated the board on what was going on with the new CAD system.

- The Chief presented to the board a proposal that was put together by FF Michael Stoerger for a replacement flag. He has gotten 5 quotes and recommends we go with Gettysburg Flag works to manufacture a new embroidered flag for \$1,784.95.

**Motion made by:** Commissioner's Stoerger and Messbauer to purchase a new flag not to exceed \$1800.00. Motion unanimously carried. The proposal paperwork will be filed with the minutes.

## **OLD BUSINESS**

Due to the lack of direction going forward it was recommended that we table the meeting room IT at this time and re-evaluate monthly.

Commissioner Stoerger updated the board on the kitchen update. The check was issued to get the project started. We are presently being scheduled by Premier with the understanding it will take a few weeks before they can get started.

Commissioner Bowers read off the following resolutions for each of the surplus pieces of equipment that we no longer need.

### **Resolution # 2021-2-1 to dispose of the 2014 Chevrolet Impala Limited.**

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was 4 Yeas and 0 Neas. The resolution was thereupon to have been adopted. {See Attachment - M}

### **Resolution # 2021-2-2 to dispose of the 2011 Chevrolet Tahoe LT.**

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was 4 Yeas and 0 Neas. The resolution was thereupon to have been adopted. {See Attachment - N}

### **Resolution # 2021-2-3 to dispose of the 2012 American Hauler Trailer.**

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was 4 Yeas and 0 Neas. The resolution was thereupon to have been adopted. {See Attachment - O}

### **Resolution # 2021-2-4 to dispose of 2 Filing Cabinets.**

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was 4 Yeas and 0 Neas. The resolution was thereupon to have been adopted. {See Attachment - P}

The 3 vehicles will be advertised in the Greece Post using a closed bid process. If the buyer wants the striping removed they will bear the cost. The file cabinets will be sold as is for \$15.00 each.

Commissioner Bowers updated the board on the on-going issues with the side door project. Bergmann will be coming this week on Wednesday. More to come.

The Stoneridge Bathroom has been put on hold by the Chief.

## **NEW BUSINESS**

Commissioner Bowers received the Training for travel in February. **Motion to approve the training, Commissioner Richardson 2nd Commissioner Messbauer, unanimously carried.** {See Attachment Q}

Commissioner Bowers and Richardson updated the board on the training they participated in around the hazards of Foam and policies that need to be in place for the district. The Chief spoke to what we have presently. He will follow up with making sure we are covered with our procedures.

### **UPCOMING EVENTS**

- **Valentine's Day Feb 14th.**
- **President's Day Feb 15th.**
- **MCFDOA Zoom Meeting Feb 18th**
- **Daylight Savings begins March 14th**
- **Next Board Meeting March 15th, 2021 18:30 hrs**

### **MOTION TO ADJOURN**

**Commissioners Bowers and Messbauer moved to adjourn at 21:06. Motion carried.**

**Respectfully,**

**Kenneth D Bowers, Secretary**

### **Addenda:**

- A. February 8th Abstract of claims
- B. Financial Report incl CIP P&L
- C. Vehicle Status report
- D. Affidavit of Publication for Commission meetings and Organizational meeting for 2021
- E. Filing of the Oaths of Office with Town Clerk
- F. Training Certificate for Commissioner Stoerger
- G. Grievance rescind letter and Commission response
- H. District Incident Summary for the month
- I. Steve Tyler notice of retirement
- J. Chief's announcement of the 4 new FF
- K. Report on Fire Company Staffing and Deployment
- L. Contract with West Fire Systems
- M. Resolution 2021-2-1
- N. Resolution 2021-2-2
- O. Resolution 2021-2-3
- P. Resolution 2021-2-4
- Q. Letter from Lieut. Williams on Travel for Training